



BARBERTON PUBLIC LIBRARY

Employment Application

602 W. Park Ave. · Barberton, OH 44203 · (330) 745-1194 · www.barbertonlibrary.org

Personal Information

Name _____ Date _____

Street Address _____

City _____ State _____ Zip _____

Primary Phone _____ Additional _____

Email _____

Job Data

Position desired? _____ Full-time Part-time

Available to Start: _____ List Any Work Restrictions: _____

Previous employment at the Barberton Public Library?

Relative of a current employee or trustee? Yes No If yes, list name(s): _____

Are you legally entitled to work in the United States? Yes No

If driving is an essential function of any job for which you are considered, are you a licensed driver? Yes No

Education

High School _____ Location _____

Course of Study _____ Degree/Certificate Earned _____

College _____ Location _____

Course of Study _____ Degree/Certificate Earned _____

Technical/trade: _____ Location _____

Course of Study _____ Degree/Certificate Earned _____

Additional skills or qualifications relevant to the position for which you are applying:

READ. DISCOVER. GROW.



Employment History - Start with present or most recent employer.

Employer _____ Phone _____

Address _____ Rate of Pay _____

Position(s) _____ Dates Employed _____

Duties _____

Reasons for Leaving _____

Supervisor Name _____

Employer _____ Phone _____

Address _____ Rate of Pay _____

Position(s) _____ Dates Employed _____

Duties _____

Reasons for Leaving _____

Supervisor Name _____

If actively employed, may we contact your current employer? Yes No

References - List three references. Please do not list relatives.

Name _____ Phone _____

Email _____

Name _____ Phone _____

Email _____

Name _____ Phone _____

Email _____

Additional Information

Are you able to perform the duties of the job you are applying for **with** or **without** accommodation? Yes No

Have you ever been convicted of a misdemeanor involving theft, misrepresentation or moral turpitude, or of any felony? Yes No

If yes, for each conviction, provide the date and place of conviction and the type of crime. *A conviction will not necessarily bar you from employment.*

**Applicants under the age of 18 will be required, upon employment, to provide proof of eligibility to work.*

**Proof of citizenship or immigration status will be required upon employment.*



PRE-EMPLOYMENT STATEMENT

PLEASE READ THE FOLLOWING STATEMENT CAREFULLY AND SIGN BELOW.

In consideration of the acceptance of my application by Barberton Public Library ("the Library"), I understand, agree and/or certify to the following:

1. I certify that all information I have provided on this application, and on any other documents submitted with it, is true, accurate, and complete to the best of my knowledge and belief. I understand that falsification, misrepresentation or omission of any information on my application, resume, or any other materials, or which I supply during any interviews, will be justification for withdrawing any offer of employment or, if employed, termination from employment, regardless of when the falsification, misrepresentation or omission is discovered by the Library.
2. Any offer of employment I may receive from the Library is contingent upon my successful completion of the Library's total pre-employment screening process. This process may include, but not be limited to, the following:
 - a. Receipt by the Library of references that it considers satisfactory;
 - b. My satisfactory completion of any post-offer pre-employment criminal background check for all applicants 18 years and older. I hereby consent to having the results of any post-offer pre-employment or post-employment background check disclosed to the Library;
3. I hereby grant the Library permission to contact all of my present and former employers and those individuals I have listed as references (unless specifically excluded in writing). I authorize and request that such employers and references furnish information about my employment record, including a statement of the reason for the termination of my employment, work performance, abilities, and other qualities pertinent to my qualifications for employment. I hereby release all parties from any and all liability for damages arising from furnishing the requested information.
4. I also understand that, if hired, at all times my employment is to be "At Will" and that either I or the Library may terminate my employment at any time, with or without cause, unless the "At Will" arrangement is modified by a written agreement signed by both me and a representative of the Library. No verbal representations contrary to my "At-Will" status may be relied upon.

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status (military status in Ohio), sexual orientation, or any other legally protected status.

Applicant Signature

Date